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Minutes 2015-02-19

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Staff Council Meeting Minutes

Thursday, February 19th 2015

College of Sciences Room 201

Present: Joanne McCully, Barbara Brown, Marvin Pyles, Jamie LaMoreaux, Cortright Francis, Julie Voyles, Katie Pomp, Susan Hill, Pete Alfieris, Rhodney Browdy and Steven Freund, Danielle Fraizer and Debbie Pope

Absent: Betty Calton, Cissy Glowth, Chudney Defreitas, Pauline Strauss and Elizabeth Latorre-Barreto

Note: *Staff Council meets every third Thursday of the month. Committees meet separately and may pick their own meeting schedule day and times amongst their committee. Anyone is welcome to attend Staff Council meetings, however, only Staff Council members have voting rights. In the event that you are not able to attend a meeting, notify the Secretary immediately. The charter states if you miss four meetings (excused or unexcused) you will be subject to dismissal, at the discretion of the President and Secretary.*

1. Welcome/Updates

- Meeting called to order at 9:30 a.m. by President Joanne McCully
- Attendance: Sign in sheet in lieu of roll call.
- Joanne welcomed all guests to the council meeting.

2. Approval of Minutes

- Pete Alfieris made the motion to approve the minutes and Julie Voyles seconded the motion. Minutes were approved by unanimous vote

3. Treasury Report

- Susan Hill gave the treasury report, as of January 14th 2015 funds are \$6804.76.

4. Human Resources Updates

- Marvin Pyles introduce the new Executive Director of Human Resources, Shelia Daniels. Shelia has worked in HR for Stetson University and Indian River State College and has experience working with staff councils.
- Performance appraisals due this week.
- Marvin reminded everyone that Position Descriptions should be reviewed each year along with performance appraisals.
- The University Policy and Procedure Committee has passed a policy prohibiting the hiring of relatives to address the issue of some related employees working in the same department/field. Some of the solutions to address this issue include new criteria on hiring forms such as: listing specific skills, providing an organizational chart and providing a management plan. These measures may help ensure there is no direct or indirect relationship (span of control) among employed relatives. The Compliance, Ethics and Risk department will go through employee situations.
- In April, Valic and Fairwinds are conducting a Financial Help Series for employees. This series may soon be streamed on-line for easily accessibility.
- This fall is a CBA review with AFSCME (the 2013-2016 AFSCME contract ends in 2016).

- Class and Compensation update – providers for health care and retirement were submitted to Tallahassee for approval.

5. Staff Council Vote

- New Committee - Joanne made motion that a new “Diversity Committee” be formed and Susan seconded, the motion passed with unanimous vote.
- Credit Card usage for Auction – Desiree Freeland proposed buying a Square, (mobile financial device) and for a small fee the device allow regional campuses the opportunity to purchase tickets for auction items using credit cards. The advantages to using Square would be increased sales, the money would be directly deposited into the Staff Council account, and participation of regional campuses would increase. Barbara Brown motioned to adopt the Square program and Pete seconded the motion. Motion carried unanimously.

6. Website

- Steven Freund will not be rejoining staff council but will continue to monitor and help out with the website until a replacement is found.
- Joanne mentioned that anything to be posted on the website should go through her first.

7. Committee Updates

Special Events/Philanthropy Committee –

- Staff Assembly will be April 15th.at the Student Union. The Chief Diversity Officer, Karen Morrison, will be the key note speaker.
- The council agreed to spend an extra \$250.00 for food and also voted for \$1,000.00 to be allotted to the Marketing Committee in order to purchase better giveaways such as T-shirts
- Marvin will send out an e-mail campus wide to encourage attendance.
- Susan suggested we start to plan an event for the USPS members.

Fundraising Committee

- –No report.

Scholarship Committee –

- No report

Research Committee –

- No report

Marketing Committee:

- Pete announced he could not rejoin Staff Council due to his workload and that the February meeting would be his last. Betty Calton moved to elect Desiree Freeland as Marketing chair and Julie Voyles seconded, motion carried unanimously.

Elections/Charter Committee –

- Staff Council should be made up of thirty-one (31) members from different areas of the campus

Good Will Committee

- Birthday cards for February distributed.

***Next meeting March 19th at the Osceola Campus 10:00am -12:30am
Address: 1800 Den John Lane - Building 4 – Room 234***